



Minutes NV IT Operations Committee (NITOC)

DATE	November 10, 2005
TIME	1:30 PM
LOCATION	Kinkead Conference Room, Carson City
RECORDER	Maggie Thorne

ATTENDANCE

Chair Name	Present	Co-Chair Name	Present
Terry Savage, Chair	✓	Kathy Ryan, Co-Chair	
Mike Hillerby, Chair, Strategic Plan		Perry Comeaux, Co-Chair, Strategic Plan	
Roberta Roth, Chair, ITPOC		Kathy Ryan, Co-Chair, ITPOC	
Janice Rhode, Chair, IT Workforce	✓	Kathy Comba, Co-Chair, IT Workforce	
Dave McTeer, Chair Enterprise Architecture		Terry Savage, Co-Chair, Enterprise Architecture	✓
Teri J. Mark, Chair, NERC	✓	Linda Morrison, Co-Chair NERC	
Alan Rogers, Chair, Integration	✓	Vacant, Co-Chair, Integration	
Randy Potts, Chair, Security	✓	Jerry Beauchamp, Co-Chair, Security	✓

Other attendees

Name	Name
Alisanne Maffei	

CALL TO ORDER

Terry Savage called the meeting to order at 1:30 pm.

REVIEW OF MINUTES AND AGENDA CHANGES

The minutes from the August 11, 2005 meeting were approved as presented.

CHAIRMAN REPORT

Terry gave no report.

DECISIONS¹

Item No.	Decision

COMMITTEE REPORTS

1.	IT Project Oversight – In the absence of representation, no report was given
2	NERC – Teri Mark provided a written Status Report to members. Indicated next meeting is scheduled

¹ *Decision*: Reaching a conclusion... particularly in response to a course of action.

	for December 13 th . Working on the definition of “sensitive” as it relates to documents. Surveying cities and counties regarding involvement with state information records.
3	IT Work Force- Janice Rhode reported that the Committee is developing a matrix for rolling all IT positions into one series.
4.	Integration – Alan Rogers indicated that he is still working on the start/formation of Committee. Said invitation is ready to send – requested a copy of DoIT letterhead to use. Also requested a list of IT managers.
5.	Strategic Planning – Alisanne distributed a report to the members. Next meeting scheduled for 11/30 and monthly meetings are being planned for the New Year.
6.	Enterprise Architecture – Terry indicated that the Committee has not been too active since Dave McTeer has been involved in the rebate distribution. The Committee has adopted “Identity Management” as their #1 priority.
7.	Security- Randy Potts indicated that all DoIT security positions have been filled. He also reported that the Awareness application Training pilot has been very successful. Personnel and DoIT personnel have completed the training. The AG's office, Health & Human Services Dept and the Controller's office have also issued mandates for all their employees to complete. Randy indicated that the Governor as proclaimed the month of October as Cyber Security Awareness Month.
8.	NCSC – Terry mentioned all is going smoothly with this Committee
9.	Technical Standards – Rolled into Enterprise Architecture #6

ACTION ITEMS²

Item	Opened	Description	Assigned	Due	Closed
1	11/10/05	Develop methodology for presenting policy concepts to all Committee Chairs prior to PSP being developed	To all	ASAP	

OTHER ISSUES

None

ADJOURNMENT

The meeting was adjourned at 3:00 pm.

Next Meeting: December 8, 2005

² *Action Item:* A commitment to complete an action or an assignment.